I. COURSE DESCRIPTION
To teach public administrators applied management techniques for public sector information systems, and the computers’ role in the management of information in a democracy.

II. TEXTBOOKS
The following books are required for this course.


Handouts and other readings may also be assigned for this course from week to week.
III. COURSE OBJECTIVES
After completing this course, students will be able to:

a. manage the design, purchase, and implementation of information technology in public organizations.

b. engage in cross-boundary collaborations on information technology with various levels of government, non-profit organizations, and for-profit organizations.

c. integrate information technology into an organization’s strategic planning process.

d. describe the importance of maintaining both privacy and security in information technology.

e. analyze the usability of e-government web portals.

f. match common information technology software programs and hardware tools to organizational goals and objectives.

g. define federal and state regulations related to the purchasing and use of information technology in the work environment.

h. develop performance assessments, performance measures, and other various budgetary control measures with information technology.

IV. EXAMINATIONS & OTHER EVALUATIONS

Examination
Each student is required to complete a post-class exam of between 12-14 pages on the course material. The exam is graded on a 100 point scale and is worth 30% of the final course grade. The exam is due by November 26th at 5:00 pm via email.

Analytical Reading Notes
Each student is required to complete three sets of reading notes on the implementation of public programs and the reform orientation that guides implementation. These are 3-4 pages of written analysis based on a guiding question(s) or case announced in class. These notes should heavily cite the readings. Each set of Reading Notes is worth 10% of the final course grade.

E-Government Projects
Also throughout the semester, each student is required to complete three e-government projects. Each project is worth 10% of the final course grade.

All assignments are graded on a 100 point scale. Each student’s grade will be based on the following:

- Final Exam 30%
- Analytical Reading Notes 30% (10% for each set of Reading Notes)
- E-government Projects 30% (10% for each Project)
- Class Participation 10%
V. COURSE POLICIES

Graduate Grading Scale

A  94-100
A-  90-93
B+  87-89
B   83-86
B-  80-82
C+  76-79
C   71-75
C-  67-70
E   0-66

Students With Disabilities
CMU provides students with disabilities reasonable accommodation to participate in educational programs, activities, or services. Students with disabilities requiring accommodation should first register with the Office of Student Disability Services (120 Park Library, phone: 774-3018; Telecommunications Device for the Deaf: 774-2568), and then contact me as soon as possible.

Academic Integrity
The Central Michigan University Academic Senate approved the Policy on Academic Integrity in May 2001. The policy applies to all university students. Copies are available online at: http://ethics.cmich.edu/ACADEMIC_INTEGRITY_POLICY.pdf In accordance with this policy, all academic work produced in this course is expected to be the product of the student’s own efforts and consistent with appropriate standards of professional ethics. Students caught cheating on an examination or any assignment will receive a grade of E for the entire course.

Classroom Civility
Each CMU student is encouraged to help create an environment during class that promotes learning, dignity, and mutual respect for everyone. Students who speak at inappropriate times, sleep in class, display inattention, take frequent breaks, interrupt the class by coming to class late, engage in loud or distracting behaviors, use cell phones or pagers in class, use inappropriate language, are verbally abusive, display defiance or disrespect to others, or behave aggressively toward others could be asked to leave the class and subjected to disciplinary action under the Code of Students Rights, Responsibilities and Disciplinary Procedures.

Recording Devices in the Classroom
Students need the permission of the Professor to record any image or sound in the classroom. Unauthorized recording will be treated as a violation of the classroom civility policy. Additionally, unauthorized recordings will be treated as a copyright violation of the Professor’s lecture materials.

Attendance
Students are required to come to each class meeting. When possible, it is the student’s responsibility to tell me in advance of expected absences from class. It is also the student’s responsibility to give me documentation of the reason for absence, if the absence results in a missed examination or a missed course assignment. Acceptable forms of documentation include notes from supervisors on organizational letterhead or appropriate medical
professionals. Note that without this type of documentation, any assignment or examination turned in late carries a penalty resulting in a grade decrease of five points for each day the assignment remains late.

VI.  COURSE SCHEDULE

1st Weekend Reading List
- Read West Chapters 1-10
- Read Rocheleau, Chapter 11 ("GovBenefits.gov: A Case Study in Government to Citizen Interaction")
- Read Rocheleau, Chapter 21 ("The Technomic Divide")

1st Weekend Schedule of Topics
10/17 Friday PM
1. Overview of Public Sector Information Technology Management
2. Basic Analysis of Governmental Websites

10/18 Saturday AM
3. Introduction to E-Government
4. Promises and Realities of E-Government

10/18 Saturday PM
5. Performance Management and E-Government
6. Different Types of Digital Divides

- 1st and 2nd Reading Notes Assigned (Due 11/8/2014)
- 1st E-Government Project Assigned (Due 11/8/2014)

2nd Weekend Reading List
- Read Minelli, Chambers, & Dhiraj Chapters 1-7
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to%20Engage%20The%20Public.pdf
- Read Rocheleau, Chapter 1 ("State of Wisconsin IT: Destroying the Barriers to Borderless Government")
- Read Whalen v. Roe, 429 U.S. 589, 97 S. Ct. 869, 51 L. Ed. 2d 64 (1977)
2nd Weekend Schedule of Topics
11/7 Friday PM
7. Online Engagement Efforts
8. Tools for Online Engagement

11/8 Saturday AM
9. E-Government and Public Service Delivery
10. “Big Data” and Business Analytics for Government
11. Using Data for Prediction

11/9 Saturday PM
12. Information and Data Security
13. Information and Data Privacy (i)
   - 3rd Reading Notes Assigned (Due 11/22/2014)
   - 2nd and 3rd E-Government Projects Assigned (Due 11/22/2014)

3rd Weekend Reading List
- Read Solove, Chapters 1-6
- Read Rocheleau, Chapter 5 (“IT Governance at the City of Naperville, Illinois”)
- Read Rocheleau, Chapter 10 (“Technology Contracting in the Public Sector”)

3rd Weekend Schedule of Topics
11/21 Friday PM
14. Information and Data Privacy (ii)
15. Ethical Applications of Information and Data Privacy

11/22 Saturday AM
16. Information Technology and Organizational Redevelopment

11/22 Saturday PM
17. Contracting Considerations for IT
   - Final Exam Assigned (Due 11/26/2014)